



LTAN Steering Committee Meeting Minutes
November 19, 2020
2:30 pm

Chairperson Alecia Craighead called the meeting to order at 2:45 pm. Attendance was taken and quorum was established.

Attending:

At Large – Alecia Craighead, Jeremy McBride, Pat Rees

Alliance 3 –

Alliance 4 – Wayne Hough

Alliance 5 – Barbara Broersma

Alliance 6 – Shawn DeHaven

Alliance 7 – Kristen Luttrell, Cheryl Patterson

Alliance 8 – Matthew Van Epps

Alliance 9 –

Alliance 10 –

Absent Committee Members: Brett Wendel, (Alliance 3), Emily Gibson (Alliance 3), Caroline Lansdell (Alliance 4), Ann Reed (Alliance 5), Lisa Cowell (Alliance 6), Andrew Milligan (Alliance 8), Matthew Inyart (Alliance 9), Leslie South (Alliance 9), Steve Jobe (Alliance 10), Virginia Mayfield (Alliance 10)

DOHR: Derrick Hines and Sharon Buwalda (absent)

➤ **Chair Comments**

- Welcome

➤ **Approval of October 22, 2020 Minutes**

- Approved by unanimous voice vote.

➤ **Committee Updates**

➤ **LTAN Luncheon Committee**

- No updates at this time.

➤ **LTAN Service Committee**

- No updates at this time.

➤ **LTAN Promotion and Engagement and LTAN Communications**

- No updates at this time.



- **LTAN Repository**
 - No updates at this time.
- **Treasurer's Report**
 - Account Balance is \$98.20.
- **Review of Decisions for Virtual LTAN Symposium**
 - Theme – “Making a Real Impact in a Virtual Environment”
 - No further discussion at this time.
- **LTAN Steering Committee Election Update**
 - Elections have been carried out; closed Monday at 5:00 pm.
 - 5 vacancies currently.
 - Communication of new committee members after Alliance 11 graduation
 - By-laws do not cover this type of situation; would need to determine if adjustment/amendment is needed to by-laws.
 - Shawn to compose language for emergency procedure and send to group. Alecia will send follow-up e-mail for clarification/instructions. Will need to be voted upon to become official. Question if there is a waiting period once approved.
 - Top priority at December meeting.
- **New/Other Business**
 - Discussed self-funding LTAN Steering Committee (is that possible?).
- **Adjournment of Steering Committee Meeting**
 - The meeting was adjourned at 3:35 pm.

Next Scheduled Meeting is December 17th at 2:30 pm via WebEx/Phone